

Assembly Bill No. 268

Passed the Assembly April 24, 2003

Chief Clerk of the Assembly

Passed the Senate July 17, 2003

Secretary of the Senate

This bill was received by the Governor this _____ day of
_____, 2003, at _____ o'clock __M.

Private Secretary of the Governor

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CHAPTER _____

An act to amend Section 19995.4 of the Government Code, relating to state employment.

LEGISLATIVE COUNSEL'S DIGEST

AB 268, Mullin. State employment: supervisory training.

Existing law requires each supervisory employee employed by the state, upon his or her initial appointment to a designated supervisory position, be provided with a minimum of 80 hours of training, with at least 40 hours of that training to be structured and provided by a qualified instructor. Existing law requires the supervisory training to include various subjects pertaining to the role of the supervisor and employer-employee relations.

This bill would require the supervisory training to include training on the subject of employment law relating to persons with disabilities.

The people of the State of California do enact as follows:

SECTION 1. Section 19995.4 of the Government Code is amended to read:

19995.4. (a) The department shall devise plans for, and cooperate with appointing powers in the conduct of, supervisory employee training programs so that the quality of supervisory services rendered by persons in those positions may be continually improved.

(b) Each supervisory employee, upon the employee's initial appointment to a designated supervisory position, shall be provided a minimum of 80 hours of training, at least 40 hours of which shall be structured and be provided by a qualified instructor. The training shall consist of the role of the supervisor, techniques of supervision, planning, organizing, staffing and controlling, performance standards, performance appraisal, affirmative action, discipline, labor relations, employment law relating to persons with disabilities, and grievances. Every supervisor shall have access to a copy of each bargaining agreement covering the employees he or she supervises. The additional 40 hours of



training may be provided on-the-job by a qualified higher level supervisor or manager.

(c) The entire 80 hours of training shall be completed within the term of the probationary period or within 12 months of appointment to a supervisorial classification. The training shall be completed within the term of the probationary period unless it is demonstrated that to do so creates additional costs or that the training cannot be completed during the probationary period due to the limited availability of training courses.



Approved _____, 2003

Governor

